Title: DIVISION ORGANIZATION AND CHARTER	Number: D65-01-02	Revision No.: OD	Effective Date: 31 JAN 97
	Prepared By: Thomas J. Underwood	Approved By: Thomas S. Dodson	Page: 1 OF 4

31 January 1997

STANDARD OPERATING PROCEDURE D65-01-02

From: D65
To: D65 Division

Subj: DIVISION ORGANIZATION AND CHARTER

1. Purpose. To establish the Division organizational structure and charter.

2. Scope and Application. This procedure applies to Division branches and staff functions located at NCCOSC RDT&E Division Old Town Campus and 32nd Street Naval Station facilities.

3. Policy. The organizational structure and charter contained in this procedure is the responsibility of the Division Head. Any changes to either organization or charter require Division Head approval. The following organizational chart in Figure 1-2-1 illustrates the current organization. Major Division Staff functions, Branches, and charters will be described in greater detail in the following paragraphs.

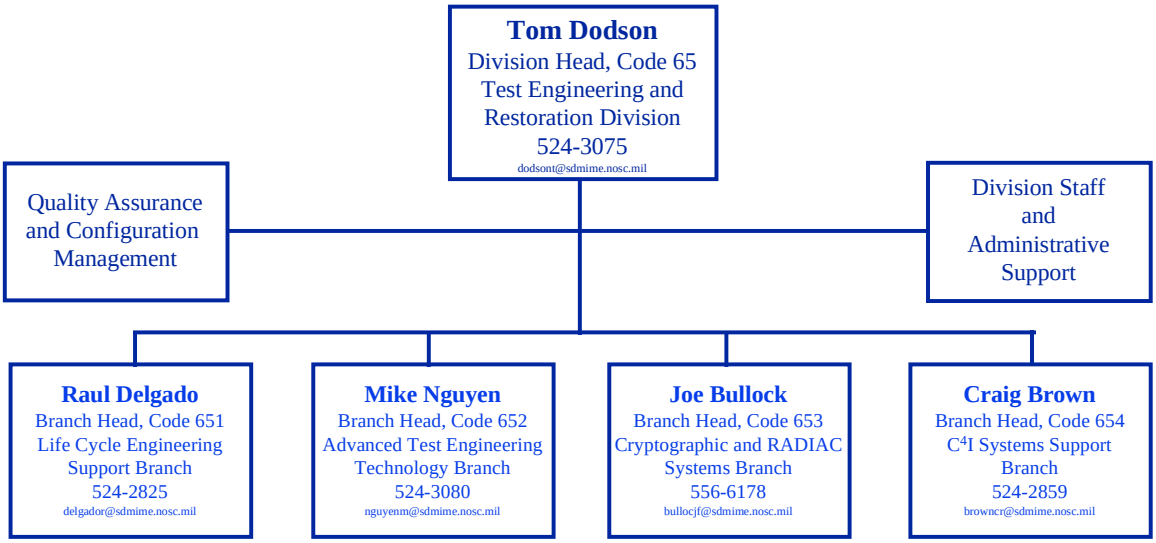

Figure 1-2-1
DIVISION ORGANIZATION

4. Division Organization. The Test Engineering and Restoration Division is made up of key staff functions and four branches. Staff functions include Finance, Staff Engineer, Technical Repair Agent (TRA), Quality Assurance and Administrative Support. As shown on the organizational chart, the Division key staff functions and branches include the following:

a. Division Head/D65
b. Division Administrative Support/D65
c. Division Technical Repair Agent (TRA)/D65
d. Division Finance/D6501
e. Division Staff Engineer/D6504
f. Division Quality Assurance/D6509
g. Life Cycle Engineering Support Branch/D651
h. Advanced Engineering Technology Branch/D652
i. Cryptographic and RADIAC Systems Branch/D653
j. C4I Systems Support Branch/D654

5. Division and Branch Charters. The Division and branch charters summarizing major capabilities and types of programs are contained in the following paragraphs.

a. Test Engineering and Restoration Division Charter (D65) - The mission of the Test Engineering and Restoration Division is to provide technical, engineering and life cycle support to a wide range of Command, Control, Communication and Computer and Intelligence (C^4I) Systems, Cryptographic Systems and Radiation, Detection, Indication, and Computation (RADIAC) Systems. More specifically, the Division (1) develops and implements systems test and repair methodologies and plans which include, primarily, Test Program Sets (TPSs), (2)* provides technical design, repair, test and checkout support to designated repairables in support of NAVICP, NAVSEA, NAVAIR, SPAWAR , FMS and other federal and military customers (NOTE - Code D65 is Technical Repair Agent (TRA) for COMSPAWARSYSCOM), (3) continues to develop leadership roles and opportunities in COTS/NDI Supportability, (4) performs technical evaluations of new test technologies and recommends cost effective applications**,** (5) develops and implements business and/or technology transfer plans and (6) provides required quality assurance, configuration management and continuous process improvement planning, and (7) provides maintenance for its test engineering hardware and software . A list of special capabilities is shown below.

(1) COTS/NDI Supportability Planning/Life-Cycle Program Management
(2) “On-line” Logistics Support Systems Development and Integration
(3) Electronic Commerce/Electronic Data Interchange (EC/EDI)
(4) Program/project Management
(5) Systems Engineering/Integration Support

(6) Test Engineering/ATE Development
(7) Advanced Test Technology and Applications
(8) Information Technology Support (LAN, WAN, Home Page Development)
(9) C^4I Electronic Equipment Depot Repair and Overhaul Support
(10) Cryptographic and RADIAC Depot Support
(11) Independent Validation and Verification (12) Systems supported include:

(a) Electronic Warfare Systems
(b) Radar Systems
(c) Communication Systems
(d) Passive Electronic Surveillance Measurement Systems (ESM)
(e) Navigation Aids - Identification Friend or Foe (IFF)
(f) Integrated Voice Communication Switching Systems
(g) Data Link Processing Systems
(h) Cryptographic and RADIAC Systems and Equipment

b. Life Cycle Engineering Support Branch Charter (D651) - The mission of the Life Cycle Support Branch is to provide technical engineering services and project management toward the development and implementation of life cycle engineering support plans for a wide range of C^4I electronic systems. More specifically. the Branch (1) provides COTS/NDI Supportability to the NSSN New Attack Submarine Program and is rapidly establishing itself as a leader in the COTS "movement", (2) provides management and guidance for conformance to open systems architecture, (3) provides Information Technology and multi-media applications support for the Division and other customers, (4) provides engineering drafting support for the Division and other customers, (5) provides systems engineering and technology refreshment/insertion support for various commands, and (6) chairs AN/UYQ-70 Display Panel User's Group.

c. Advanced Engineering Technology Branch Charter (D652) - The mission of the Advanced Engineering Technology Branch is to provide technical and engineering services required to develop and implement test and repair capabilities and technologies supporting a wide range of C^4I electronic systems at all maintenance levels. More specifically, the Branch (1) develops, verifies, and implements automated and manual test programs/procedures, (2) develops and implements "on-line" logistics modular systems plans and architectures (i.e. Tele-Infrastructure for Maritime Application Server) (3) duplicating and deploying test programs/procedures, (4) evaluates new technologies/methodologies (testing and otherwise) for implementation, (5) provides test engineering support to Consolidated Automated Support Systems (CASS), (6) develops Test Program Sets (TPSs) and Technical Repair Standards (TRSs), (7) provides test engineering circuit analyses and reverse engineering support for major systems, and (8)

develops and implements Electronic Commerce (EC)/Electronic Data Interchange applications.

d. Cryptographic and RADIAC Systems Branch Charter (D653) - The mission of the Cryptographic and RADIAC Systems Branch is to provide management, technical design, repair and overhaul, and system life cycle support for major Cryptographic and RADIAC systems assigned to Navy, Army, Air Force and Foreign Military Sales (FMS) customers. more specifically, the Branch (1) operates the Primary Cryptographic Repair Facility (CRF) for COMSPAWARSYSCOM, (2) performs all depot level mandatory cryptographic equipment repairs, overhauls, and modifications, (3) provides direct fleet support, technical assistance, and limited maintenance training, as required, relative to cryptographic equipment and systems repair, and (4) provides cryptographic equipment repair, modification, and overhaul support to the FMS Program.

e. C^4I Systems Support Branch Charter (D654) - The mission of the C^4I Systems Support Branch is to provide management, technical design, repair and overhaul, and system life cycle support for major C^4I systems assigned primarily by NAVICP. More specifically, the Branch (1) provides module/system depot-level support to NAVICP, SPAWAR, the Fleet, and other "internal" and interservice customers, (2) operates/manages the organic/contractor depot organization which includes administration (COTR function) of the depot support subcontract, (3) provides support for modification, fabrication, and installation of field changes, repair and overhaul and final test and checkout of boards/modules, major equipment assemblies and installations, (4) performs operational certification of TPSs, TRSs and repair processes for troubleshooting and repair of assigned systems, and (5) provides on-site technical services (including training) and emergency assistance, as required.

THOMAS S. DODSON